

First Presbyterian Church of Argenta
201 W. 4th Street
North Little Rock, AR 72114
amywetz711@gmail.com
(860) 752-0562

Position: Part-Time Interim Pastor (20 hours/week)

Job Description:

This part-time interim pastor position provides an opportunity for leading and supporting a small, tight-knit church in transition. This position requires someone who can help us with the day-to-day of tasks of operating as a church, as well as provide leadership and support in our pastoral transition.

Job Responsibilities:

- Preach and lead worship three times a month, including administering the sacraments, performing baptisms, and covering funerals, if needed
- Prepare liturgy and work with the church secretary to create bulletins for each week's service (including non-preaching Sundays)
- Work with the hired piano player to organize music for Sunday service; help find substitutes when the piano player is unavailable
- Provide pastoral care and do visitations for sick or needy members, as needed
- Assist congregants with developing and planning activities for worship and missions
- Hold office hours to work with the church secretary on the bulletin and other various administrative tasks
- Moderate Stated Session Meetings
- Work in collaboration with the Arkansas Presbytery through its Committee on Ministry (COM)
- Provide discernment and support to the Session and church during our pastoral transition, reminding us of our vision and mission

Job Qualifications and Characteristics:

Required

- Ordained minister in the Presbyterian Church USA
- Strong leadership skills
- Adaptable and an ability to wear many hats, if needed
- Enthusiastic spirit to help a church in transition

Preferred

- Has previously helped churches in transition in a pastor role

Pay:

- \$25/hour, up to 20 hours a week
- Negotiated fees for unplanned events (e.g., funeral or visitation) plus \$.50 mileage reimbursement
- 1 week of paid vacation